

Goals

- To fill the continuing need for trained workers in the highway construction industry;
- To provide employment and on-site training opportunities for women and minority workers; and
- To encourage trainees to successfully complete training and obtain the certificates from NCDOT and the contractor.
- To develop and provide continuous educational programs directly to construction community workers.



Contact Information

N.C. Department of Transportation
Contractor Support Services
On-the-Job Training Program
1511 Mail Service Center
Raleigh, North Carolina 27699-1511
(919) 508-1808 phone
(919) 508-1814 fax

Marvin Butler
Program Manager
mbutler@ncdot.gov

Jorgelia Nino
OJT Field Coordinator
jnino@ncdot.gov

Kathleen Lopez
Administrative Services Assistant
kalopez@ncdot.gov

For more information about the On-the-Job Training Program, visit our Web site at www.ncdot.org/business/ocs/ojt.



*All you need to
know about ...*



*for
Highway Construction
Trainees*

- Purpose
- How the Program Works
- Who Benefits from the Program
- Goals
- Contact Information

Purpose

The On-the-Job Training Program is administered in partnership with the N.C. Department of Transportation and the Federal Highway Administration to provide structured training opportunities for women and minorities wanting to increase their participation in the highway construction industry.

The program offers more than 60 different training classifications in highway construction and allows trainees to receive the necessary knowledge, develop the required skills and improve performance while working on the job.



How the Program Works

Once the worker is enrolled, they will receive a welcome letter to the program and a copy of the training classification.

An OJT Program coordinator will contact the trainee's coach or mentor to set up an initial interview. If the training classification is more than 1,000 hours, the OJT coordinator will conduct an initial, follow-up and final interview. In each interview, the coordinator will make every effort to completely answer questions about the program.

Successful operation of the program requires that participants follow these uniform procedures during the training process:

- The contractor sends monthly reports indicating the trainee's progress, training hours remaining and successful completion of the training;
- The coach or mentor conducts training in accordance with the OJT Program's training classification; and
- Trainees need to follow instructions from their coaches or mentors to help achieve desired results.

Once the trainee has successfully completed the training, they will receive certificates from NCDOT and the contractor. The trainee may also receive a certificate from the N.C. Department of Labor if they have a high school diploma or GED and completed a 1,000-hour training certification.

Who Benefits from OJT

The trainee benefits by having an opportunity to learn and gain experience in construction trades to help prepare for a career.

The contractor benefits by developing a highly skilled and diversified workforce to meet future demands, resulting in better efficiency, safety records and performance.

The public benefits from family-wage-jobs that add to the economic health of the community while making improvements to North Carolina's roads.



"I love my job and I want to continue learning more skills."

Lourine Leake,
2007 Grade Checker Trainee
BMCO Construction

"My expectation, when I finish my training, is to be a better roller operator."

Jose Castro,
2007 Roller Operator Trainee
C.C. Mangum Inc.

"I think that the OJT Program is an excellent program and I recommend it to my friends."

Richard Taylor,
2007 Roller Operator Trainee
Carl Rose Construction